



UNITED STATES MARINE CORPS
COMMANDING GENERAL
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27 Nov 96

POLICY LETTER 3-96

From: Commanding General
To: Commanding Officer, Naval Hospital
Commanding Officer, Marine Corps Communication-Electronics
School
Commanding Officer, Headquarters Battalion
All Directors and Special Staff Officers

Subj: TIMELINESS IN THE SUBMISSION OF AWARD RECOMMENDATIONS

Ref: (a) CCO 1650.1H

1. I have seen too many award recommendations submitted to me that are late. An award should be presented to the recipient prior to their departure from the Combat Center. We as leaders know who is deserving of an award, we also know when they are leaving. It is our responsibility as leaders to ensure we take the time to submit award recommendations for those that are deserving in a timely manner. "Taking care of our own" is demonstrated in the timely submission/receipt of awards.

2. The reference is specific in providing timelines for the submission of awards. I charge each of you to read it and ensure that you adhere to it.

3. Also, I have seen Marines retiring whose leaders have submitted them for a Navy-Marine Corps Achievement Medal (NMCAM). A NMCAM is inappropriate for a retiree. If the Marine retiring has not performed their duty at MCAGCC in a manner that warrants recognition, do not recommend them for an award. A retiring Marine whose performance is deserving of recognition, should at a minimum, be recommended for a Navy-Marine Corps Commendation Medal (NMCCM).

//SIGNED//
R. G. RICHARD

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